

## Annex A- ROADMAP (Priorities and Actions)

Actions that have been completed

Actions that are ongoing

|   | Action  | Partners involved  | Timescales  | Method of implementation and outcomes expected   | Monitoring arrangements   | Progress Status                                     |
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| <b>Priority 1:<br/>Improve information, advice and guidance</b> | <i>a. Train-the-trainer for LMI to enable Careers Leads in schools and colleges to empower young people to find and interpret LMI to support their careers planning.</i>                                    | <b>LSIP Project Manager</b> working with each <b>Careers Hub</b> to create resources that can be used by <b>Careers Leads</b> in schools and colleges.   | Commenced September 2023. With completion by September 2024.              | ERB directly delivering activity to Careers Hubs.  | Resources made available on LSIP Future Skills Hub (FSH);                               | Completed and materials available                   |
|   | <i>a.1. Careers Hubs to work with Careers leads in schools to train up in labour market information and embrace Jobs &amp; Careers factsheets (and other, Careers-related resources) with young people.</i> | <b>LSIP Project Manager</b> working with <b>Hampshire and Surrey Careers Hubs</b> .  | Commenced in April 2024. Then ongoing                                     | Cluster meetings with Careers Leads and resources used widely.                           | Factsheets being used in schools and colleges. Distributed at Surrey Skills Festival    | Completed with opportunity to update going forward. |
|   | <i>b. Increase Careers guidance provision in FE based on key local sectors with a focus on outreach to schools to help improve the attractiveness of those sectors.</i>                                     | <b>LSIF project</b> to recruit and appoint qualified <b>Careers Advisers (Colleges)</b> and/or invest in outreach activity / new resources / technology to support delivery of Careers. <b>LSIP to host materials.</b> | Delivery between September 2023 – March 2024. Monitored until March 2025. | . Details of new resources / technologies. LSIP will host any suitable resources on FSH. | Colleges providing details of outcomes and impacts on careers provision.                | Completed. Future Skills Hub hosting fact sheets.   |
|   | <i>c. Create a "skills portal / platform" solution.</i>   | <b>LSIP team</b> to commission creation of 'Opportunities' and 'Commitment Form' resources on FSH.   | Created between June – September 2023. Monitored until March 2025.        | ERB-led. Numbers of Opportunities listed on FSH; Engagement with employers;              | 1) Delivery of skills portal; 2) Numbers of completed Commitment Forms and interactions | Completed and ongoing tool for engagement           |

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| <p>c.1. Record more examples of employers engaging in Opportunities tab / signing up to Commitments with providers and the resulting impacts.</p>   | <p><b>LSIP team</b> to support employer engagement / promotional activity to stimulate use of Opportunities tab.</p>   | <p>As above</p>   | <p>As above</p>   | <p>As above</p>   | <p>Completed</p>                                 |
| <p>d. Identify ways to increase capacity and impact within Business Development functions to help expand how far the FE sector is able to reach and develop a process to help businesses to better understand their skills needs.</p>   | <p><b>LSIF project</b> to fund Business Development professionals to engage with businesses and provide training needs analyses for providers to respond to. <b>LSIP to help convene</b> Business Development professionals.</p> | <p>Delivery between September 2023 – March 2024. Likely to continue until March 2025.</p> | <p>Creation of a Business development network for best practice sharing</p>                             | <p>Colleges provide numbers on outcomes of new business connections</p> | <p>Completed and network continues</p>           |
| <p>e. Evolve the Future Skills Hub (FSH) website to become the go-to for stakeholders in the local skills landscape: A repository for the LSIP report and related documentation, up to date LMI, case studies and links to enable employers to address their skills gaps / providers to understand the economy.</p> | <p><b>LSIP team</b> to add new sections and functionality to the FSH, in partnership with stakeholders, where possible.</p>  | <p>Commenced May 2023. Will continue to evolve until at least March 2025.</p>             | <p>ERB directly delivering updates to the FSH, with some content provided by stakeholders.</p>          | <p>LSIP Steering Group and wider stakeholders feedback</p>              | <p>Completed and the FSH continues to evolve</p> |
| <p>f. Identify groups and networks that are focused on supporting “hidden” pools of talent and coordinate ways for them to engage and work with local employers and providers.</p>  | <p><b>The LSIP via Surrey Chambers / Hampshire Chamber of Commerce</b> to deliver series of events for employers to help them learn about different ways to make their workforce more diverse / inclusive.</p>                   | <p>Series of events to be delivered between September 2023 and March 2025.</p>            | <p>Additional Funding from Local Authority (Surrey) and Chamber (Hampshire). support from partners.</p> | <p>Reports after each event.</p>  | <p>Completed but with ongoing focus</p>          |
| <p>f.1. Run further events, including a Future Skills Forum, to focus on EDI and belonging in the workforce.</p>  | <p>Alongside above, <b>LSIP team to deliver</b> 3<sup>rd</sup> Future Skills Forum with partners including <b>Hampshire County Council and Surrey Choices</b>.</p>   | <p>Delivery in October or November 2024.</p>  | <p>5 events delivered plus info on Future Skills hub</p>  | <p>As above</p>   | <p>Completed but with ongoing focus</p>          |
| <p><b>NEW!</b> g.1 Create a regular Newsletter with a growing distribution list of employers sharing all of the news and opportunities from the providers.</p>  | <p><b>LSIP communications</b> with input from all <b>Stakeholders</b></p>  | <p>Monthly</p>  | <p>Contact providers and other stakeholders and schedule regular send out.</p>                          | <p>Analytics<br/>Clicks and opens</p>                                   | <p>Completed and ongoing</p>                     |

|  | Action  | Partners involved   | Timescales   | Method of implementation and outcomes expected   | Monitoring arrangements   | Progress Status   |
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| <b>Priority 2:<br/>Facilitate responsive and inclusive curricula</b> | <i>a. Coordinated development group of FE providers working together alongside sector representatives from business to modernise curriculum that is shared amongst the entire network.</i>  | <b>LSIF project</b> to fund new, short courses on Innovation South Virtual Campus (ISVC), aligned to LSIP key sectors and crosscutting skills. <b>LSIP to support promotion and uptake</b>  | Delivery between September 2023 – March 2024 then ongoing              | Use of LSIF. New courses should align to one or more LSIP key sectors / crosscutting skills. | Courses available on the ISVC since March 2024.<br><br>12 new courses now available on ISVC:<br><a href="https://em3.isvc.co.uk/">https://em3.isvc.co.uk/</a> | Completed   |
|  | <i>New from last report combined with a) above</i><br><br><i>a.1. Work with providers to support promotion and engagement on ISVC courses.</i><br><br><i>a.2. Lead on work with partners to explore potential new ISVC courses, aligned to local skills needs.</i>  |   |  |  |   | Ongoing   |
|  | <i>b. Secure funding for Skills Bootcamps, aligned to local strategic priorities and informed by the LSIP, to enable individuals to reskill / upskill in areas of high demand from businesses.</i><br><br><i>New from last report combined with b above</i><br><br><i>b.1. Work with partners to support promotion and uptake on Skills Bootcamps and ensure maximum provision and minimum duplication.</i> | For 2024-25, <b>Hampshire and Surrey Councils</b> bid separately for funding for Bootcamps. All aligned to <b>LSIP key sectors</b> . <b>LSIP to promote</b>   | April 2024 – March 2025.   | Councils commissioning Skills Bootcamps  | Details of starts and completions on each Skills Bootcamp.  | Skills bootcamps to March 2025 have been completed but final outcome data not yet available |
|  | <i>c. Create opportunities for governors and senior leaders to convene to update on the local economy and labour market to inform Annual Accountability Statements and curriculum planning.</i>   | <b>LSIP Project Manager</b> to write and present research, mapping college provision to LSIP key sectors and cross-cutting skills, to governors and senior leaders: To inform a Regional Accountability Statement and Local Needs Duty. | Research and Regional Accountability Statement delivered in June 2024. | ERB directly delivering research activity in collaboration with providers across LSIP area.  | Sight of Regional Accountability Statement. Each College publishing own Accountability Agreements.  | Research and Regional Accountability Statement Completed.                                   |

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|  | <i>d. Support the Catalyst South Digital Skills Partnership (DSP) to engage with education and training providers to help deliver on their 'Workforce Skills' priority with a focus on Staff Training and Higher Tech Skills.</i>  | <b>LSIP Project Manager</b> to introduce DSP to education and training providers and support delivery of staff training and higher tech digital skills.              | Delivery between May 2023 and March 2025.         | DSP funding from DCMS (NOTE: DSP ended in Summer 2023). Use of LSIF for related courses on ISVC.                | Promotion of digital skills courses.  | Growth Hub and Chambers have all delivered AI workshops. Take forward to next period                           |
|  | <i>d.1. Continue to work with partners to address gaps in 'Digital Skills' and opportunities to capitalise on new / emerging technologies such as generative AI.</i>   | <b>ERB to work with LSIF and</b> other partners to explore different ways to offer Digital Skills training, including use of ISVC courses.                           | Delivery between April 2024 and March 2025.       | Use of ISVC courses plus new provision using LSIF-funded facilities and equipment, where possible.              | List of related activities with details of participating businesses, where possible.        | Ongoing as above   |
|  | <i>e. Provide support for business clusters to be more responsive to skills challenges raised by their members and identify practical solutions through engagement with providers e.g. Animal Plant Health Agency.</i>   | <b>LSIP team</b> to work with sectors to identify challenges and convene providers to respond: <b>Sector Skills Action Groups.</b>                                   | Delivery between September 2024 and March 2025.   | ERB directly delivering activity.<br><br>Each Group to identify challenges and agreed responses from providers. | List of Group meetings with details of participating businesses and providers and outcomes. | Forums running which will continue into 2025/6<br><br>Social Care, Manufacturing, Construction, Creative, Film |
|  | <b>Action</b>  | <b>Partners involved</b>   | <b>Timescales</b>                                 | <b>Method of implementation and outcomes expected</b>   | <b>Monitoring arrangements</b>  | <b>Progress Status</b>   |
|  | <i>a. Work with local strategic skills leads to identify and ensure there is an effective range of strategic groups with distinctive roles and responsibilities that can collectively make a positive impact on the local skills landscape and respond appropriately to employers' skills needs. This includes considering the role of an LSIP strategic group to bring employers, providers, and stakeholders together.</i> | <b>LSIP Project Manager</b> to work with the two <b>County Councils</b> to conduct a mapping of skills groups and structures that exist across Hampshire and Surrey. | Delivered in May 2024.                            | ERB directly delivering the activity in collaboration with local strategic skills leads.                        | Delivery of two summary documents.  | Completed<br><br>Hampshire and Surrey mapping have both taken place  |
|  | <i>a.1. Continue to play an active role in local strategic skills groups to help join up, reduce duplication and maximise responsiveness to current, emerging and future skills needs.</i>   | <b>LSIP team</b> working with partners involved in various skills groups and networks, identified in mapping exercise.   | The groups meet at various times across the year. | Evidence of communication with / attendance at each group / network at least once.                              | List of groups and networks and impact of work with LSIP.                                   | Completed and ongoing. LSIP continues to be included in relevant groups  |

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| <b>Priority 3:<br/>Coordinate<br/>networks and<br/>collaboration</b> | <i>b. FE colleges in the LSIP area to come together and provide a collective view on what each of their specialisms are and highlight what the "coverage" of course provision looks like across the LSIP area (connection to "skills portal")</i>                              | With reference to action 2.c., <b>the LSIP team</b> to write and present research that maps college provision to LSIP priorities.  | Research and Regional Accountability Statement delivered by June 2024. | ERB directly delivering research activity in collaboration with providers across LSIP area.   | Research, Regional Accountability Statement.   | <b>Completed. Research and Regional Accountability Statement. Completed.</b> |
|  | <i>b.1. Work with providers to input into curriculum development, supporting collaboration to capitalise on duplication (as opposed to saturation).</i>  | <b>LSIP team working with Heads of Curriculum</b> and MIS teams.   | April – October 2024.  | ERB to share collection of LMI factsheets on SSAs and new Economy and labour market analysis, created as part of Progress Report.                   | Draw together a list of new courses, aligned to LSIP key sectors and cross-cutting skills.                       | <b>Completed</b>   |
|  | <i>c. Hold a "Key sectors conversation", identifying the "leads" for different sectoral clusters to meet in person to discuss a more coordinated response on how local colleges can/should be working with their networks to better respond to the needs of their sectors.</i> | <b>LSIP team</b> to convene at least four, business-led 'Sector Skills Action Groups' including <b>support from providers.</b>   | Delivery between April and December 2024.                              | ERB directly delivering activity in collaboration with employers and providers across LSIP area.  | Each event will be listed on FSH and write-ups will be made available. Details of participants will be captured. | <b>Completed and ongoing</b>   |
|  | <i>d. Establish and foster a mechanism to bring together Business Development leads at FE colleges.</i>  | <b>LSIP team</b> to create a Business Development network, working with <b>Business Development leads</b> at colleges and other providers. <b>LSIF</b> to invest in business brokerage activity. | First network meeting in Autumn term. Ongoing meetings                 | ERB directly delivering activity in collaboration with providers across LSIP area.<br><br>Sparsholt College leading on business brokerage activity. | Each Network meeting will be listed on LSIP website. Attendees and actions will be recorded.                     | <b>Network building and ongoing</b>  |
|  | <i>d.1. Build on business development collaboration and impartial brokerage service across the area.</i>   | <b>ERB</b> working with <b>business development professionals in colleges and ITPs.</b>  | March 2024 – April 2025.   | ERB to explore ways to create an impartial brokerage service across the area or parts of.   | Feedback on progress at monitoring meetings.   | <b>Ongoing</b>   |
|  | <i>e. LSIP project team to meet with individual colleges (via principals and relevant colleagues) to discuss ways they are implementing the LSIP priorities and support in connecting them to key initiatives and networks.</i>  | <b>LSIP team</b> to meet with FE colleges to align work of the LSIP with college strategic plans.<br><b>ERB</b> to explore continuing  | Meetings between September 2023 – April 2024 and repeated              | ERB directly delivering activity in collaboration with providers across LSIP area.  | Notes from each meeting will be kept; actions responded to.  | <b>Completed. Project Management group for LSIF</b>                          |

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|   |   | work of EM3 FE Principals' group.   | again between September 2024 – April 2025.  |  |  | Additional Surrey FE and Hampshire College groups   |
|   | <i>e.1. Continue to work collaboratively to support funding bids to benefit the area and focus on joint procurement exercises.</i>  | <b>LSIP</b> Project Manager to lead on supporting funding bids with partners.   | April 2024 – April 2025.  | Dependent on funding opportunities that would suit collaboration and geographical area.                      | A record of any funding bids will be maintained.   | Ongoing. No real funding opportunities yet but mechanism is in place when they are identified |
|   | <b>Action</b>   | <b>Partners involved</b>  | <b>Timescales</b>   | <b>Method of implementation and outcomes expected</b>  | <b>Monitoring arrangements</b>   | <b>Progress Status</b>  |
| <b>Priority 4:<br/>Build dynamic relationships between businesses and providers</b> | a. Stimulate more engagement from employers in the skills system by giving them access to state-of-the-art-facilities (existing or new), to test and develop new innovations and R&D activity and encourage greater knowledge/exchange. | The 'Opportunities' function on <b>the LSIP Future</b> Skills Hub website will enable colleges to promote their facilities.<br><br><b>LSIF</b> will allow colleges to invest in new facilities and equipment. | 'Opportunities' function live January 2024.<br><br>LSIF investments between September 2023 – December 2024. | ERB creating 'Opportunities' function, marketing activity.<br>Engagement between employers and Providers     | LSIP records opportunities and resulting interactions. Colleges to report on related engagements with employers. | Completed   |
|   | <i>New from last report combined with a above</i><br><br><i>a.1. Work with LSIF to evidence employers accessing state-of-the-art facilities, to test and develop new innovations and R&amp;D activity.</i>                              |   |   |  |  | Ongoing   |
|   | b. Create opportunities for teaching staff to refresh and update their knowledge and understanding of skills needs of local industry.   | <b>LSIF</b> will provide 1) FE teaching staff training aimed at improving subject, pedagogic & technical knowledge and 2) Staff Sabbatical opportunities.   | LSIF activity between September 2023 – March 2024.  | LSIF funded activity. CPD and Sabbaticals should improve knowledge and inform future curriculum development. | Feedback from staff on impact of CPD and Staff Sabbaticals.  | Completed – numbers in report   |

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| <p><i>b.1. Capture further examples of staff shadowing / exchanges between providers and employers.</i></p>   | <p><b>LSIP Project Manager working with LSIF team.</b></p>   | <p>Staff shadowing / exchange activity between April 2024 and April 2025.</p> | <p>These activities should impact on curriculum planning and delivery.</p>  | <p>Feedback from staff on impact of CPD and Staff Sabbaticals.</p>   | <p>Completed-info in report</p>   |
| <p>c. Deliver three Skills sector events between employers and providers (e.g. IMI)</p>   | <p><b>LSIP team to deliver at least three 'Skills Summits' with employers and providers</b> and convene at least four, business-led '<b>Sector Skills Action Groups</b>' including support from providers.</p>                               | <p>Delivery between September 2023 and December 2024.</p>                     | <p>ERB directly delivering activity in collaboration with employers and providers across LSIP area.</p>   | <p>Each event will be listed on LSIP Details of participants will be captured. Reports after each event.</p> | <p>Completed</p>  |
| <p>d. Collaborate with the Careers Hubs to create more dynamic relationships between businesses and providers, by identifying and breaking down barriers to progression into apprenticeships and technical education (ATE).</p> | <p><b>LSIP team, providers and employers to work with Hampshire and Surrey Careers Hub</b> on ATE workshops.</p> <p><b>LSIF</b> to fund providers to work with <b>Careers Hubs</b> on related activities and invest in new technologies.</p> | <p>Delivery between September 2023 and June 2024.</p>                         | <p>CEC funding for ATE workshops.</p> <p>LSIF funded activity: Investment in Careers Advisers; new, immersive technologies; accessible labour market information plus Skills Webinars series arranged by ERB.</p> | <p>A list of collaborations, events, attendees and investments in related careers technologies.</p>          | <p>Completed</p> <p>Surrey Careers Hub ATE workshops on 13 December 2023 and 12 June 2024.</p> <p>Hampshire Careers Hub ATE workshop on 26 June 2024.</p> |
| <p><i>d.1. Additional collaboration with Careers Hubs – Cornerstone Employer groups and EAN as well as resources that can support high quality careers education in schools and colleges.</i></p>                               | <p><b>LSIP</b> team working with both <b>Careers Hubs and colleges.</b></p>  | <p>Collaboration between April 2024 and April 2025.</p>                       | <p>LSIP team supporting delivery of collaborative careers activity to raise awareness of LSIP key sectors and cross-cutting skills.</p>   | <p>A list of collaborations, events, attendees and investments in related careers technologies.</p>          | <p>Completed</p>  |
| <p>e. Funding to support targeted training to upskill industry experts as college trainers to help improve capacity in colleges.</p>  | <p><b>LSIF</b> to provide funding to upskill industry experts as FE teachers.</p>  | <p>Delivery between September</p>   | <p>LSIF funded activity.</p>  | <p>Evidence of industry experts taking part in training to be teaching staff.</p>                            | <p>Completed. LSIF funded activity complete.</p>  |

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|  |  |  | 2023 and March 2024.  |  |                               |  |
|  | <i>e.1. Work with providers to highlight opportunities to teach in FE and/or other ways for employers to engage with curriculum design / delivery.</i> | <b>LSIP</b> team working with providers. | Create marketing campaign aimed at employers in Autumn 2024 term. | LSIP working with FE marketing and business development teams. | Impact of marketing campaign. | Completed<br>Employers loaned staff to teach |